

WATER QUALITY SPECIALIST

DEFINITION:

Under general direction of the Utility Systems Manager, assist and advise in development, implementation, and maintenance of drinking water and wastewater system quality control standards. Assist in development and implementation of water loss reduction program, water quality monitoring, and water management plans as directed. Assist in the operation of Water and Wastewater Systems as directed. Prepare technical reports as directed.

CLASS CHARACTERISTICS:

This classification works independently and is expected to perform essential job duties with a minimum of supervision.

IMPORTANT AND ESSENTIAL JOB FUNCTIONS:

1. Monitor drinking water supply for compliance with state drinking water standards and perform necessary maintenance work to ensure compliance with standards.
2. Monitor and recommend water quality process changes to Utility Systems Manager.
3. Prepare monthly water report for submittal to the State of California.
4. Prepare annual water reports for submittal to the State of California and consumer and prepare other water quality reports as necessary.
5. Monitor wastewater collection system quality to ensure compliance with wastewater discharge permit requirements and perform necessary maintenance work to ensure compliance with standards.
6. Review water and wastewater laboratory testing as required.
7. Participate and perform job duties in support of the City=s Backflow Prevention Program and perform necessary repairs.
8. Assist in the continued development and implementation of a long-term water management plan, including a water loss reduction program for the City.
9. Monitor groundwater levels and update pertinent records with data regarding production/consumption comparisons and projections.

Job Description - Water Quality Specialist

9. Hand-held computer and accessories
10. Two-way radio

PHYSICAL DEMANDS:

1. Reach with hands and arms
2. Walking
3. Sitting
4. Using hand to finger (frequent use of computer)
5. Handles or feel objects, tools or controls (to adjust dials, etc.)
6. Talking
7. Hearing
8. Standing
9. Climbing (frequently has to climb steps to obtain samples weighting 4 lbs +)
10. Balancing
11. Stooping, kneeling, or crouching
12. Crawling
13. Lifting - regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift up to 50 pounds (sample: ice chest containing several gallons of water).
14. Vision - includes close vision, color vision, peripheral vision, and the ability to adjust focus.

ENVIRONMENTAL AND ATMOSPHERIC CONDITIONS:

Office Conditions:

1. Indoors: normal office conditions, 5% of the time
Travel: varying conditions, 95% of the time
2. Noise level: conducive to office setting
3. Lighting: conducive to office setting
4. Flooring: low level carpeting
5. Ventilation: provided by central air conditioning
6. Dust: normal, indoor levels

Field Conditions:

1. Outdoors: varying weather conditions
2. Noise level: varying outdoor levels
3. Flooring: grass, gravel, rock, asphalt, dirt, stairs, etc.
4. Dust: normal outdoor levels
5. Hazards: possibility of encountering hostile dogs; working in sites that are in varying stages of construction and development, frequently works near moving mechanical parts